

Statewide Synchronous Video Work Group  
Kickoff Meeting  
March 24, 2003  
Garden Room of UNL East Campus Student Union

Agenda

9:00 – 9:30 AM                      Introductions

Who are we, what are our backgrounds and why do we want to be involved in this process?

9:30 – 10:00 AM                      Review of charter and history

What is our task and what has already been done in this process? Who are the groups that we will interact with? What sort of communications will be expected of us?

10:00 – 10:15 AM                      Break

10:15 AM – 12:00 PM                      Prioritization

All of our tasks are important, but...

Are there some tasks that can't be started until others are accomplished?

Are there some tasks that are more time sensitive because of contracts, etc.?

Are there some tasks that will directly impact more of our constituent sectors than others?

What will be our prioritization process within the work group?

12:00 – 1:00 PM                      Lunch

Lunch is on your own. Food is available in the Student Union. You can walk to Valentino's or drive to a number of close by restaurants.

1:00 – 1:15 PM                      Brilliant Flashes

Did you get any new ideas over lunch after mulling the morning around in your head?

1:15 – 2:30 PM                      Ideas

Time to write down ideas, suggestions, action plans, tasks, etc. This is also a great time for some healthy debate.

2:30 – 2:45 PM                      Break (actual start/stop time may vary)

2:45 – 4:00 PM                      Ideas (continued)

4:00 – 5:00 PM                      Next steps, future schedule, assignments

We don't have to strictly follow these agenda times except to not stay later than 5:00 PM. In fact we may not stay as late as 5:00 PM, but we need to at least hit these general areas of discussion.

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